

# CAL/EPA POLICY MEMORANDUM

SUBJECT:  ENFORCEMENT STEERING COMMITTEE	NUMBER:  E-07-03
	DATE ISSUED:  November 1, 2007
	EXPIRES:  UNTIL RESCINDED
REFERENCES: California Government Code, Section 12812.2, Governor's Environmental Action Plan, Secretary of Cal/EPA Enforcement Initiative Memo of November 30, 2004	CATEGORY:  ENFORCEMENT

This policy establishes the Enforcement Steering Committee with the responsibility, and authority described in the attached Committee Charter. The Deputy Secretary for Law Enforcement and Counsel shall chair the Committee with a general objective of enhancing cross program coordination, developing enforcement policy initiatives and continuing development of additional enforcement program improvements. Membership will include the Chiefs of each Cal/EPA Board or Department and other members as the committee deems necessary and appropriate to accomplish their mission.

\_\_\_\_\_/s/\_\_\_\_\_  
Linda S. Adams  
Secretary for Environmental Protection

Attachment: Enforcement Steering Committee Charter

**CAL/EPA ENFORCEMENT INITIATIVE  
ENFORCEMENT STEERING COMMITTEE  
CHARTER**

November 1, 2007

**NAME:** Enforcement Steering Committee

**SPONSOR:** Secretary Linda Adams

**SPONSOR'S DESIGNEE:** Matt Bogoshian,  
Deputy Secretary for Law Enforcement and Counsel

**COMMITTEE MEMBERSHIP:** The Deputy Secretary for Law Enforcement and Counsel, Assistant General Counsel for Enforcement, and the Enforcement Chiefs of each Board and Department

**MISSION:** Plan and manage the continuing improvement and coordination of California's state, regional and local Environmental Enforcement programs, to more effectively and efficiently meet the state's environmental goals.

**BACKGROUND:** Cal/EPA's Enforcement Initiative has identified individual program strengths and deficiencies and produced recommendations with potential for meaningful program improvement. Implementation of recommendations is expected to be a multi-year effort, potentially encompassing administrative, legislative and fiscal solutions. A coordinated agency-wide approach can share individual program successes, "lessons learned" and innovation, to enable others to produce better and more consistent improvements in less time. Sharing tools and techniques employed by others can reduce implementation costs. Greater program coordination and consistency has the potential to enhance each program's ability to meet our overall environmental mission and has the potential to improve our success in obtaining the necessary authority or resources. Enhanced program consistency through shared concepts can also improve the regulated entities understanding of and compliance with regulatory requirements.

**GOALS:**

1. Manage implementation and further development of the Cal/EPA Enforcement Initiative.
2. Continued development of solutions for enforcement program impediments and inconsistencies within each Cal/EPA Board and Department and their local counterparts.
3. Share concepts or existing legislative, regulatory, policy, fiscal or other successful solutions to address problems or assist in improving individual program performance.
4. Share federal, state, and local innovation concepts.
5. Share and/or develop industry sector or geographic enforcement priorities or initiatives that may be enhanced through multi-media participation, or assistance.
6. Share opportunities for joint training.
7. Share information regarding appropriate enforcement metrics that more accurately measure program performance and relate program activities to environmental outcomes.

8. Improve consistency in statewide enforcement responses.
9. Improve collective statewide efforts to contribute to California's overall environmental goals.
10. Enhance program recognition and more effectively communicate program successes.
11. Improve enforcement relationships with prosecutorial agencies.
12. Serve as advisory committee on use and funding of Circuit Prosecutor Project and Penal Code Section 14300 account.

## **GOVERNANCE:**

### Committee Authority:

1. Make recommendations within the scope of this project that would change existing Local, State or Federal legal, policy or administrative standards.
2. Dedicate resources as appropriate to implement or support Committee projects.
3. Charter Workgroups as necessary to develop specific projects or proposals for Committee consideration.

## **COMMITTEE COMMITMENTS:**

### Sponsor's Designee:

- Chair meetings and provide policy direction.
- Communicate relevant information to committee.
- Review/approve implementation plan and deliverables.
- Assist with resolving differences on committee issues, possible conflicts regarding resources and priorities.
- Report progress of to the Secretary.
- Invite other participants as appropriate.
- Arrange meetings and agendas with input from committee members.

### Committee Members:

- Actively participation in committee meetings.
- Review and provide comment on Committee proposals and/or draft products.
- Share program information.
- Work toward constructive and cooperative development of solutions
- Consider all suggestions in a fair, professional and careful manner.
- Participate on Sub-Committees/workgroups or provide appropriate staff to research and/or develop ideas for enforcement program improvement.

### Committee Duties:

- The committee will meet at least once each quarter or as often as monthly if deemed necessary.
- The committee will regularly assess the value of the committee in meeting its mission and will modify the charter as needed.

- Committee members will participate in regularly scheduled meetings and complete agreed upon tasks as appropriate.

**PROJECT DURATION:** Until discontinued by the Secretary.

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/s/

Linda S. Adams  
Secretary for Environmental Protection